



WELCOME  
TO THE RICHARD B. RUSSELL  
FEDERAL BUILDING,  
AND FEDERAL COURTHOUSE,  
STROM AUDITORIUM,  
FRIDAY, NOVEMBER 2, 2012

# B21 Procedures

## **Revised Policy Concerning Submission of Statement of Social Security Number in Electronically Filed Cases**

**Effective Friday, November 9, 2012**, attorneys filing bankruptcy petitions electronically on behalf of individual debtors will be required to submit Official Form B21, Statement of Social Security Number(s) (or other Individual Taxpayer-Identification Number(s) (ITIN(s))) in accordance with Interim Bankruptcy Rule 1007-I(f).

# B21 Procedures

- Submission of the Statement of Social Security Number (Official Form B21)

**Docketing Procedures** - Statement of Social Security Number(s) (or other Individual Taxpayer-Identification Number(s) (ITIN(S))) Bankruptcy Form B21 (“B21 form”).

# B21 Procedures

## **\*\*IMPORTANT FACTS TO REMEMBER\*\***

- Do **not** submit the B21 form within the voluntary petition. The B21 form must be filed separately.
- Joint Cases:
  - If the B21 form is submitted for both debtors, make certain you select both parties when docketing the B21 form

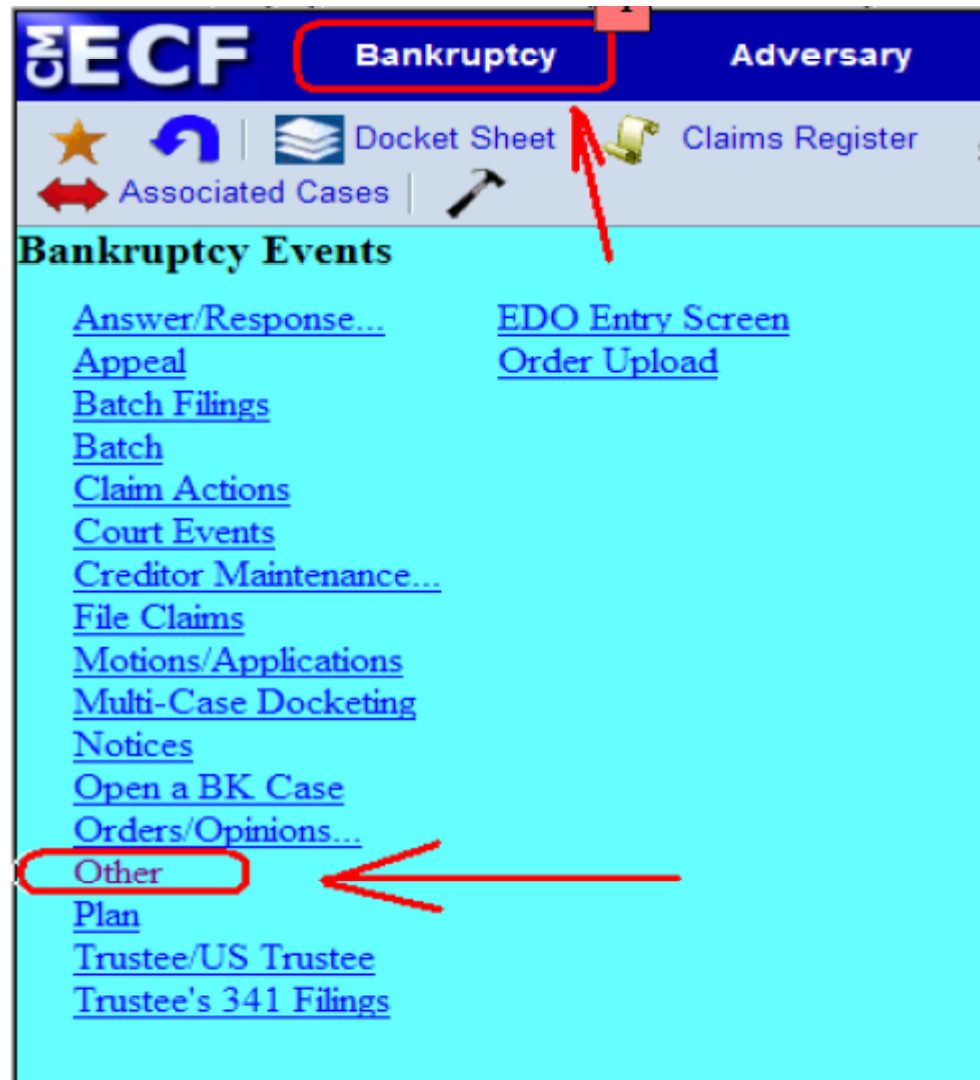
# B21 Procedures

## **\*\*IMPORTANT FACTS TO REMEMBER\*\***

- If each debtor completes a B21 form, they must be docketed separately. Two entries – one for each debtor – are required.
- When filing an Amendment to Voluntary Petition to Correct Social Security Number, you must also separately file the B21 form.

# B21 Procedures

- Select “Bankruptcy” located at the top of your screen.
- Select the category “Other”



## B21 Procedures

- Select the Debtor(s) whose information appears on the B21 form.

### – **Joint cases**

- If information for joint debtors is on one form, select both debtors as party filers
- If the information for joint debtors is included on two separate forms, select the appropriate debtor information for each of the two docket entries

(see screen shot on page 7)

# B21 Procedures

## Miscellaneous Pleadings:

11-50003-jb John Q Public and Jane M. Public

Chapter: 7 v

Please select the filer.

**Select the Party:**

Public, Jane M. [Joint Debtor]
Public, John Q [Debtor]
Trustee Solutions, [Trustee]

[Add/Create New Party](#)

Next

Clear



## B21 Procedures

- Select the desired event.

The docket will reflect that the B21 has been filed, but the public will not be able to view the document.

**Available Events (click to select events)**

- Sealed Document
- Small Business Balance Sheet
- Small Business Cash-Flow Statement
- Small Business Federal Income Tax Return
- Small Business Statement of Operations
- Statement of Current Monthly Income - Ch. 11
- Statement of Debtor Re: 522(q) Exemption
- Statement of Debtor's Temporary Exclusion from Means Test
- Statement of Military Service
- Statement of SSN/ITIN (B21) (\*\*Do NOT select this event with other events\*\*)
- Statement of SSN/ITIN (B21) (AMENDED) (Do Not Used With Other Events)
- Statement of Undisputed Facts
- Status Report
- Stipulation
- Stipulation on Motion for Stay Relief
- Suggestion of Bankruptcy
- Suggestion of Death
- Witness List
- p-Declaration Concerning Debtor's Schedules

Next Clear

Done

## B21 Procedures

- **WARNING! Do Not Submit the Statement of Social Security Number (B21 form) within other pleadings.**
  - The B212 form must be filed separately using one of the two event codes outlined below:

**Available Events (click to select events)**

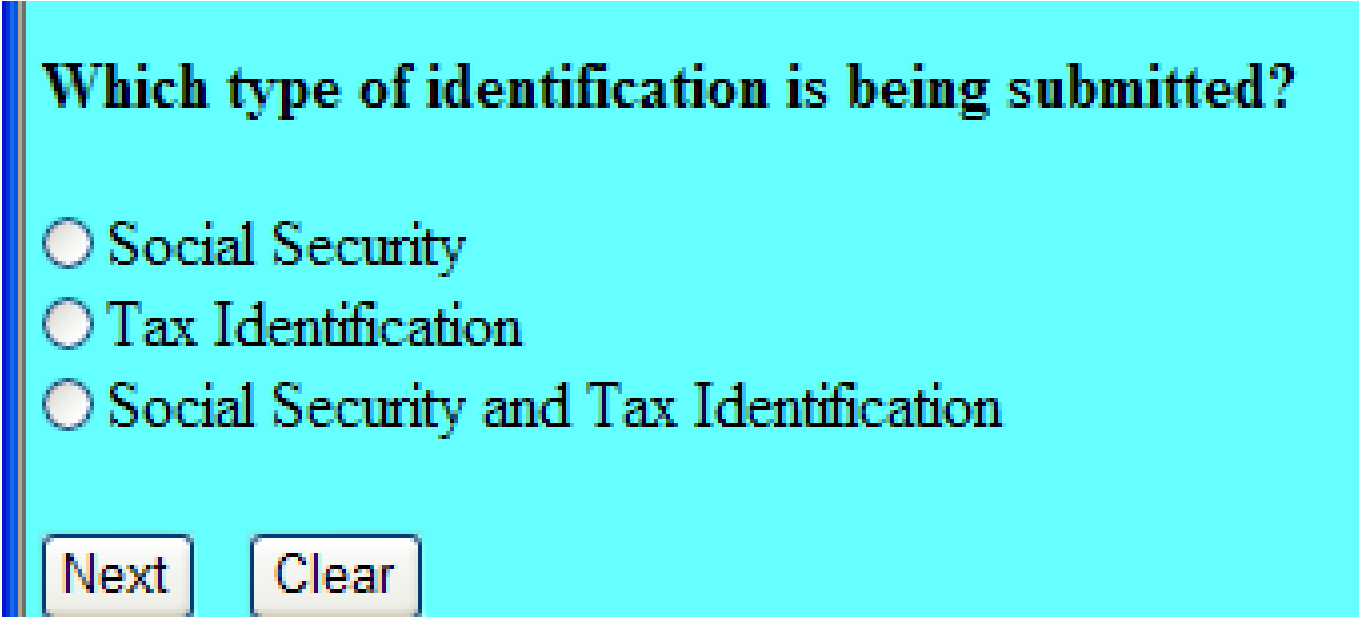
- Sealed Document
- Small Business Balance Sheet
- Small Business Cash-Flow Statement
- Small Business Federal Income Tax Return
- Small Business Statement of Operations
- Statement of Current Monthly Income - Ch. 11
- Statement of Debtor Re: 522(q) Exemption
- Statement of Debtor's Temporary Exclusion from Means Test
- Statement of Military Service
- Statement of SSN/ITIN (B21) (\*\*Do NOT select this event with other events\*\*)
- Statement of SSN/ITIN (B21) (AMENDED) (Do Not Used With Other Events)
- Statement of Undisputed Facts
- Status Report
- Stipulation
- Stipulation on Motion for Stay Relief
- Suggestion of Bankruptcy
- Suggestion of Death
- Witness List
- p-Declaration Concerning Debtor's Schedules

Next Clear

Done

## B21 Procedures

- Select the appropriate option to the prompt, “Which type of Identification is being submitted?”
  - Social Security
  - Tax Identification
  - Social Security and Tax Identification



**Which type of identification is being submitted?**

☐ Social Security

☐ Tax Identification

☐ Social Security and Tax Identification

## B21 Procedures

- This will be the final screen if you select both debtors

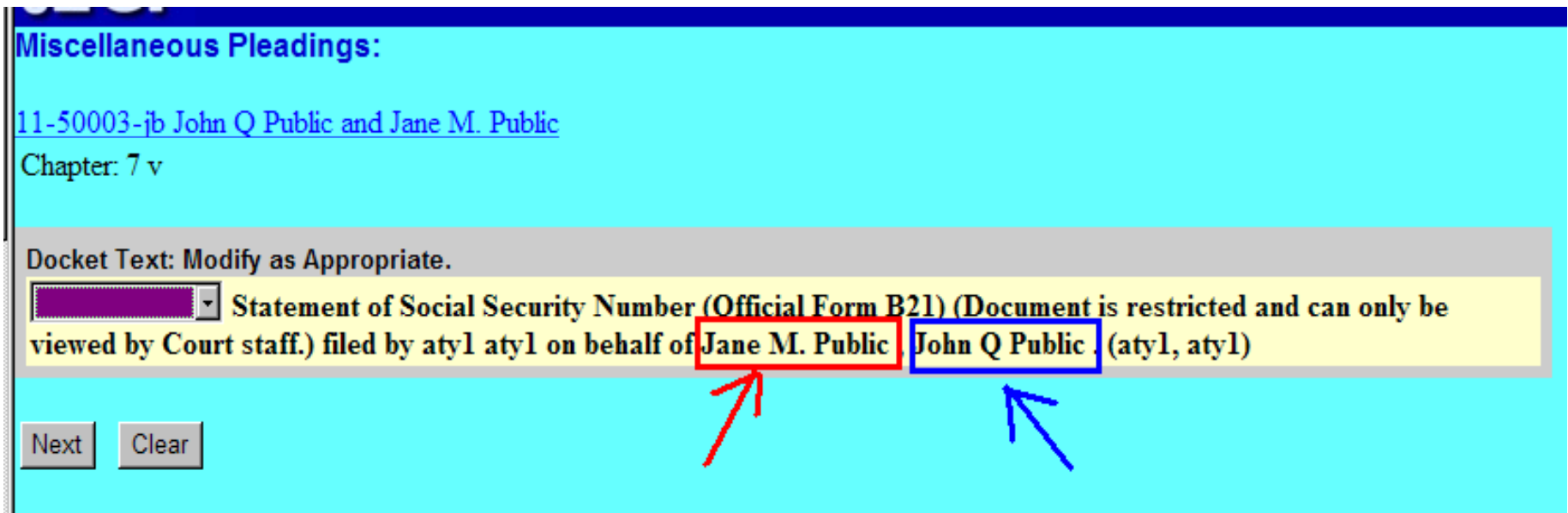
**Miscellaneous Pleadings:**

[11-50003-jb John Q Public and Jane M. Public](#)

Chapter: 7 v

Docket Text: Modify as Appropriate.

Statement of Social Security Number (Official Form B21) (Document is restricted and can only be viewed by Court staff.) filed by atyl atyl on behalf of **Jane M. Public** **John Q Public** (atyl, atyl)



## B21 Procedures

- This will be the final screen if you are amending one debtor's Social Security Number.

The screenshot shows the ECF system interface with a blue header bar containing the ECF logo and navigation links: Bankruptcy, Adversary, Query, Reports, Utilities, and Search. Below the header, the page is titled "Miscellaneous Pleadings:" and displays case information: "11-50003-jb John Q Public and Jane M. Public" and "Chapter: 7 v". A red arrow points to the "Docket Text: Final Text" label. The main docket entry is highlighted in yellow and reads: "Amended Statement of Social Security Number. (Document is restricted and can only be viewed by Court staff.) filed by aty1 aty1 on behalf of Jane M. Public. (aty1, aty1)". A red box highlights the word "Amended" and another red box highlights "Jane M. Public". A red arrow points to the end of the docket entry text. Below the docket entry, a red warning message states: "Warning!!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue." At the bottom left, there are two buttons: "Next" and "Clear".

Please note that the final docket entry states “(Document is restricted and can only be viewed by Court staff.)”





# BK CM/ECF RELEASE 5

SUMMARY FOR  
EXTERNAL USERS  
NOVEMBER, 2012

## PACER Links in CM/ECF

Two new menu selections appear under the *Utilities* menu to allow one to navigate quickly between CM/ECF and PACER. You won't have to leave your CM/ECF session to access another court in PACER or to use the PACER Case Locator.

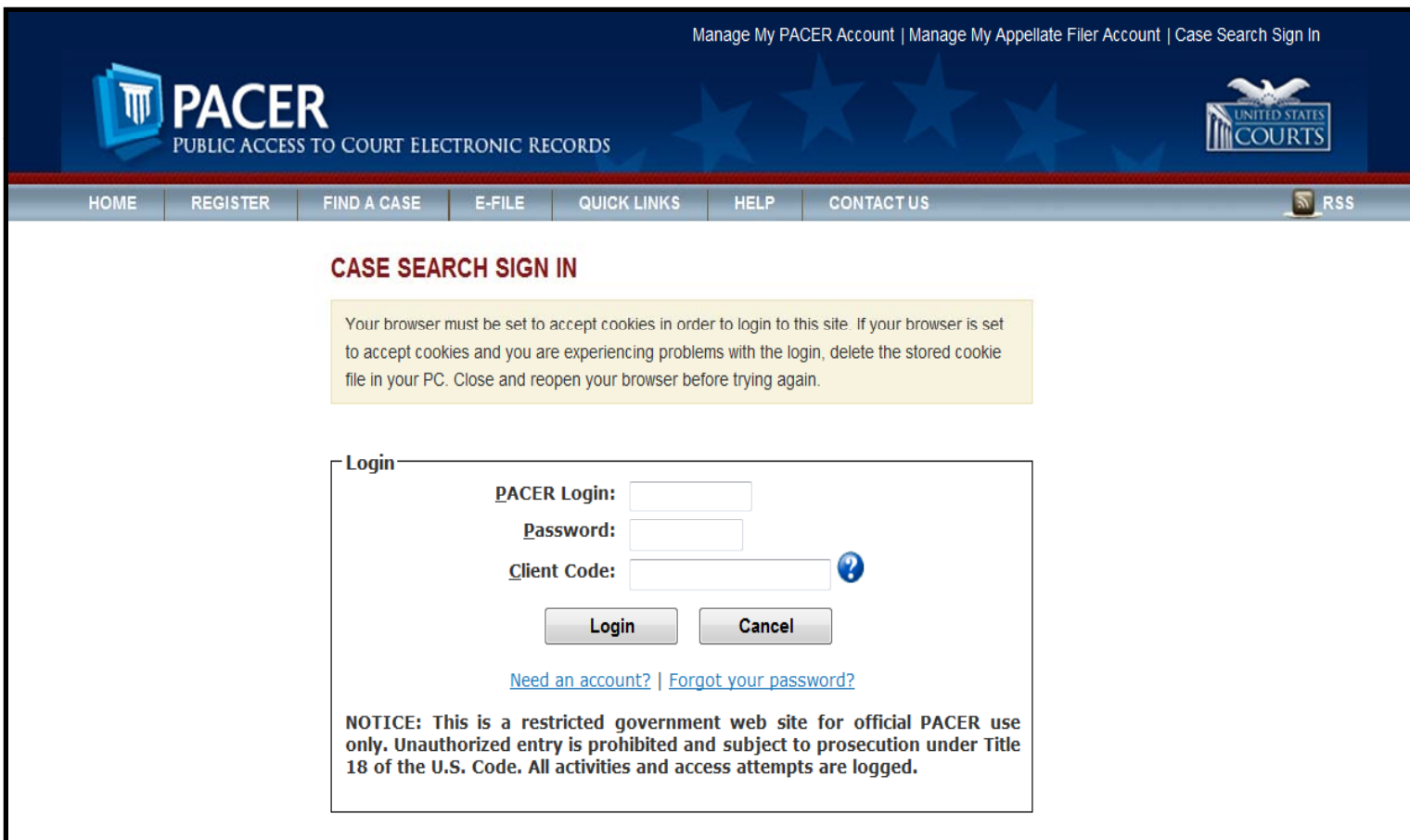




# BK CM/ECF RELEASE 5

## PACER Links in CM/ECF

When the Pacer Case Locator link is clicked, the Case Search Sign In page displays.



The screenshot shows the PACER Case Search Sign In page. At the top, there is a navigation bar with links: "Manage My PACER Account", "Manage My Appellate Filer Account", and "Case Search Sign In". The PACER logo is on the left, and the United States Courts logo is on the right. Below the navigation bar is a menu with links: "HOME", "REGISTER", "FIND A CASE", "E-FILE", "QUICK LINKS", "HELP", and "CONTACT US". An RSS icon is also present. The main heading is "CASE SEARCH SIGN IN". A yellow box contains a message about cookies: "Your browser must be set to accept cookies in order to login to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your PC. Close and reopen your browser before trying again." Below this is a "Login" section with a form containing three input fields: "PACER Login:", "Password:", and "Client Code:". There are "Login" and "Cancel" buttons. Below the buttons are links: "Need an account?" and "Forgot your password?". At the bottom, a "NOTICE" states: "This is a restricted government web site for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged."

Manage My PACER Account | Manage My Appellate Filer Account | Case Search Sign In

**PACER**  
PUBLIC ACCESS TO COURT ELECTRONIC RECORDS

UNITED STATES  
COURTS

HOME REGISTER FIND A CASE E-FILE QUICK LINKS HELP CONTACT US RSS

### CASE SEARCH SIGN IN

Your browser must be set to accept cookies in order to login to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your PC. Close and reopen your browser before trying again.

**Login**

PACER Login:

Password:

Client Code:  ?

Login Cancel

[Need an account?](#) | [Forgot your password?](#)

**NOTICE:** This is a restricted government web site for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

## BK CM/ECF RELEASE 5

### Pacer Links in CM/ECF

The following updates have been made to the PACER Case Locator, provided by the PACER Service Center:

Attorney Information is now extracted for bankruptcy and adversary cases

Alias records are now returned by a search based on SSN/TIN or Tax ID/EIN

Debtor and Joint Debtor Disposition values are extracted on all cases for which a disposition exists.

# BK CM/ECF RELEASE 5

## Pacer Links in CM/ECF

The [Link to Other Courts](#) displays the Individual Court PACER links without leaving CM/ECF.

The screenshot shows the PACER website interface. At the top, there's a navigation bar with links: HOME, REGISTER, FIND A CASE, E-FILE, QUICK LINKS, HELP, CONTACT US. The 'FIND A CASE' section is active, showing a sidebar with options: PACER Case Locator, Court Links, Search Map, and Automated Telephone Access. The main content area is titled 'INDIVIDUAL COURT PACER SITES' and contains a grid of links to various court PACER sites, including the U.S. Supreme Court, U.S. District Courts, U.S. Bankruptcy Courts, and U.S. Courts of Appeals. Each link is accompanied by a small icon representing the court's location or type.

Manage My PACER Account | Manage My Appellate Filer Account | Case Search Sign In

**PACER**  
PUBLIC ACCESS TO COURT ELECTRONIC RECORDS

UNITED STATES COURTS

HOME REGISTER **FIND A CASE** E-FILE QUICK LINKS HELP CONTACT US RSS Login

**FIND A CASE**

- PACER Case Locator
- Court Links**
- Search Map
- Automated Telephone Access

CM/ECF Version Number  
RSS Feed  
Court Information

**INDIVIDUAL COURT PACER SITES**

Click a court below to access an individual PACER or Case Management/Electronic Case Files (CM/ECF) site. If the site you would like to access does not appear on this list, the court may not provide case information to PACER. Visit the respective [court's homepage](#) for more information. (Note: Hover mouse over to see version.)

U.S. Supreme Court	U.S. District Courts	U.S. Bankruptcy Courts
<a href="#">U.S. Supreme Court</a>	<a href="#">Alabama Middle - ECF</a>	<a href="#">Alabama Middle - ECF</a>
<b>National Locator</b>	<a href="#">Alabama Northern - ECF</a>	<a href="#">Alabama Northern - ECF</a>
	<a href="#">Alabama Southern - ECF</a>	<a href="#">Alabama Southern - ECF</a>
	<a href="#">Alaska - ECF</a>	<a href="#">Alaska - ECF</a>
<b>U.S. Courts of Appeals</b>	<a href="#">Arizona - ECF</a>	<a href="#">Arizona - ECF</a>
<a href="#">First Circuit - ECF</a>	<a href="#">Arkansas Eastern - ECF</a>	<a href="#">Arkansas Eastern - ECF</a>
<a href="#">First Circuit - BAP - ECF</a>	<a href="#">Arkansas Western - ECF</a>	<a href="#">Arkansas Western - ECF</a>
<a href="#">First Circuit - BAP</a>	<a href="#">California Central - ECF</a>	<a href="#">California Central - L.A.</a>
<a href="#">Second Circuit (Cases filed prior to 01/01/2010)</a>	<a href="#">California Eastern - ECF</a>	<a href="#">California Central - ECF</a>
<a href="#">Second Circuit - ECF</a>	<a href="#">California Northern - ECF</a>	<a href="#">California Eastern - ECF</a>
<a href="#">Third Circuit - ECF</a>	<a href="#">California Southern - ECF</a>	<a href="#">California Northern - ECF</a>
<a href="#">Fourth Circuit - ECF</a>	<a href="#">Colorado - ECF</a>	<a href="#">California Southern - ECF</a>
		<a href="#">Colorado - ECF</a>

## **Withdraw as Attorney**

Attorneys can terminate themselves in limited circumstances. This feature is court configurable, and some courts will choose to use this feature while others will not.

As an attorney, if you can certify that you have no controversy before the court and your client consents to withdrawal from the case, then you can withdraw from the case by docketing a new event, Withdraw as Attorney. This will result in you being terminated from the case and no longer receiving any notices of electronic filing for that case. (However, you may continue to receive notices of electronic filing on the same day your association as an attorney to the case is terminated.)

You will be removed from the mailing list and no longer receive any notices regarding this case. Attorneys can only terminate themselves and not the parties they represent. Parties will remain active.

The following is the declaration certifying that you have no controversy before the court and your client consents to your withdrawal from the case:

## Withdraw as Attorney

The screenshot shows the ECF (Electronic Case Filing) system interface. At the top is a blue navigation bar with the ECF logo and several menu items: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar is a pink background area. On the left, it says "Miscellaneous:" followed by a link "12-10042 Billy Cameron". To the right of the link, there are three pieces of information: "Type: bk", "Chapter: 13 v", and "Office: 1 (Pleasantville)". Below these, there are two more pieces of information: "Assets: y" and "Case Flag: PlnDue". At the bottom of the pink area, there is a checkbox with the text "I certify that I have no controversy before the court and my client consents to my withdrawal from this case." Below the checkbox are two buttons: "Next" and "Clear".

ECF

Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout

Miscellaneous:

[12-10042 Billy Cameron](#)

Type: bk Chapter: 13 v Office: 1 (Pleasantville)

Assets: y Case Flag: PlnDue

☐ I certify that I have no controversy before the court and my client consents to my withdrawal from this case.

Next Clear

Attorneys for the debtor or joint debtor in a case will not be able to terminate themselves. In addition, attorneys for plaintiffs and defendants who are also debtors in the lead bankruptcy case will not be able to terminate themselves from an adversary proceeding.

## **Docket Report Enhancements**

The Create Appendix option has been modified so you have more flexibility in customizing a docket report. Now you can select only the entries you want and whether you want the PDF document appended to this customized report. Or, if you just want an abbreviated docket report without attached PDF documents, you can select only the entries you need for the task at hand.

## Page Counts on Docket Report

The number of pages for documents associated with a docket entry is a new option.

The screenshot shows the ECF Docket Sheet interface. At the top is a blue navigation bar with the ECF logo and tabs for Bankruptcy, Adversary, Query, and Reports. Below the navigation bar, the title 'Docket Sheet' is displayed. The main form area is light pink. It contains a 'Case number' field with the value '10-10010' and a 'Find This Case' button. Below this are radio buttons for 'Filed' (selected) and 'Entered', followed by date range pickers. There is also a 'Documents' range picker. The 'Include:' section has three checkboxes: 'Terminated parties', 'Links to Notices of Electronic Filing', and 'Page counts for documents' (which is checked and highlighted with a red box). The 'Document options:' section has three checkboxes: 'Include headers when displaying PDF documents', 'View multiple documents', and 'Create Appendix'. Below these is the 'Include on the Docket Sheet:' section with two radio buttons: 'all docket entries in this case' (selected) and 'selected docket entries only'. At the bottom of this section is a checked checkbox for 'Include PDF documents'.

**ECF** Bankruptcy Adversary Query Reports

**Docket Sheet**

Case number 10-10010 Find This Case

☒ Filed ☐ Entered to

Documents to

**Include:**

- ☐ Terminated parties
- ☐ Links to Notices of Electronic Filing
- ☒ Page counts for documents

**Document options:**

- ☐ Include headers when displaying PDF documents
- ☐ View multiple documents
- ☐ Create Appendix

Include on the Docket Sheet:

- ☒ all docket entries in this case
- ☐ selected docket entries only

☒ Include PDF documents

## Docket Report Enhancements

**ECF**

BankruptcyAdversaryQueryReports

### Docket Sheet

Case number

☒ Filed   to

☐ Entered

Documents  to

**Include:**

- ☐ Terminated parties
- ☐ Links to Notices of Electronic Filing
- ☐ Page counts for documents

**Document options:**

- ☐ Include headers when displaying PDF documents
- ☐ View multiple documents
- ☒ Create Appendix
  - Include on the Docket Sheet:
    - ☒ all docket entries in this case
    - ☐ selected docket entries only
  - ☒ Include PDF documents  
(select documents on the next screen)



## Docket Report Enhancements

Knowing how big a file is helps PACER users predict the cost of viewing an attachment and also to anticipate the loading time of a document.

Filing Date	#	Docket Text
03/01/2010	<u><a href="#">1</a></u> (4 pgs; 2 docs)	Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$274 Filed by Jerry J. Heberline , Susan W. Heberline Employee Income Record Due:3/15/2010. Statement of Financial Affairs due 3/15/2010. Incomplete Filings due by 3/15/2010. (JPW) (Entered: 03/01/2010)
03/03/2010	<u><a href="#">2</a></u> (1 pg)	Motion to Avoid Lien with First Westside Bank Filed by Jeanne L. Walker on behalf of Debtor Jerry J. Heberline , Joint Debtor Susan W. Heberline (JPW) (Entered: 03/03/2010)
03/03/2010	<u><a href="#">3</a></u> (1 pg)	Order Granting Motion To Avoid Lien (Related Doc # <u><a href="#">2</a></u> ) Signed on 3/3/2010. (JPW) (Entered: 03/03/2010)
03/03/2010	<u><a href="#">4</a></u> (1 pg)	Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) Filed by Jeanne L. Walker on behalf of Debtor Jerry J. Heberline , Joint Debtor Susan W. Heberline (JPW) (Entered: 03/03/2010)

## **Critical Deadlines and Dates on the Docket Report**

Additional dates and deadlines now display on the caption of the docket report. A link to the Claims Register appears whenever a case has claims filed.

The following dates will be shown, if appropriate, by chapter:

Plan confirmed date

Deadline for filing government claims

341 meeting date

Deadline for objecting to discharge

Deadline for filing claims

Deadline for financial management (Chapter 7 only)

The most recent deadline will display whether or not it is terminated.

## BK CM/ECF RELEASE 5

### Critical Deadlines and Dates on the Docket Report

ECF		Bankruptcy ▾	Adversary ▾	Query	Reports ▾	Utilities ▾	Search	Logout
U.S. Bankruptcy Court SDSD (Pleasantville) Bankruptcy Petition #: 12-10019								
Assigned to: Charles Anderson Chapter 13 Voluntary Asset <a href="#">Show Associated Cases</a> <a href="#">Claims Register</a>			<div><i>Date filed:</i> 02/06/2012 <i>Plan confirmed:</i> 02/07/2012 <i>341 meeting:</i> 03/12/2012 <i>Deadline for filing claims:</i> 06/11/2012 <i>Deadline for filing claims (govt.):</i> 08/06/2012</div>					
<b>Debtor</b> <b>J. Robert Hunnington</b> 1824 North Park Avenue San Antonio, TX 78223 BEXAR-TX SSN / ITIN: xxx-xx-2435			represented by <b>Charles G. Arrington</b> Huffman, Arrington, Kyle and Dunn 1267 Central Avenue #100 San Antonio, TX 78233 210-555-4444					
<b>Joint Debtor</b> <b>Marie C. Hunnington</b> 1824 North Park Avenue San Antonio, TX 78223 BEXAR-TX SSN / ITIN: xxx-xx-3524			represented by <b>Charles G. Arrington</b> (See above for address)					

## Docket Activity Report

The Docket Activity Report has been enhanced to include time filters. The report can be run in time increments, rather than running the report for the entire day. A new clock icon offers an alternative to typing in the time.

**MECF** Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout

**Docket Activity Report**

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).


Case number  ☒ Only cases to which I am linked

Office

Case type

Category

☐ Open cases ☒ Summary Text  
☐ Closed cases ☐ Full Docket Text

Entered   to  

Sort by

☐ Make these options my default

## Calendars and 341 Meeting

You can now view All Hearings without the 341 Meeting settings included. A 341 Meeting selection has been added to the hearing type list.

**ECF** Bankruptcy Adversary Query Reports Utilities Search Logout

**Calendar Events**

Case number

Office   
Pleasantville (1)  
Green Valley (4)

Type   
All Hearings  
341 Meeting  
Confirmation Hearing

Set  to

☐ AM only  
☐ PM only  
☒ Both

Time

Sort by  Time

Initial display of related proceedings:  
☐ Expanded  
☒ Collapsed

☐ Display only proceedings directly related to the calendar event

The daily and monthly calendars and the deadlines and hearings report also have this new 341 Meeting option.

## BK CM/ECF RELEASE 5

### Query

New query options have been added:

- Filed Date range
- Last Entry Date range
- Nature of Suit

The screenshot displays the 'Query' section of the BK CM/ECF system. At the top, a blue navigation bar contains links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below this, a pink banner displays a warning: 'Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).' The main search area, titled 'Search Clues', is highlighted in yellow and contains several input fields: Case Number, Last / Business Name (with examples: Desoto, Des\*t), First Name, Middle Name, SSN / ITIN, Tax ID / EIN, and a Type dropdown menu. Below these fields, there are checkboxes for 'Open cases' and 'Closed cases'. A red rectangular box highlights the 'Filed Date' and 'Last Entry Date' range selectors, each consisting of two date pickers connected by a 'to' label. Below the date range selectors is a dropdown menu for 'Nature of Suit (AP and MP cases only)', which lists four options: 01 (Determination of removed claim or cause), 02 (Other (e.g. other actions that would have been brought in state court if unrelated to bankruptcy)), 11 (Recovery of money/property - 542 turnover of property), and 12 (Recovery of money/property - 547 preference). At the bottom of the form, there are two buttons: 'Run Query' and 'Clear'.

**Warning:** you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

**Search Clues**

Case Number

Last / Business Name  (Examples: Desoto, Des\*t)

First Name  Middle Name

SSN / ITIN  Tax ID / EIN

Type  ☐ Open cases ☐ Closed cases

Filed Date  to

Last Entry Date  to

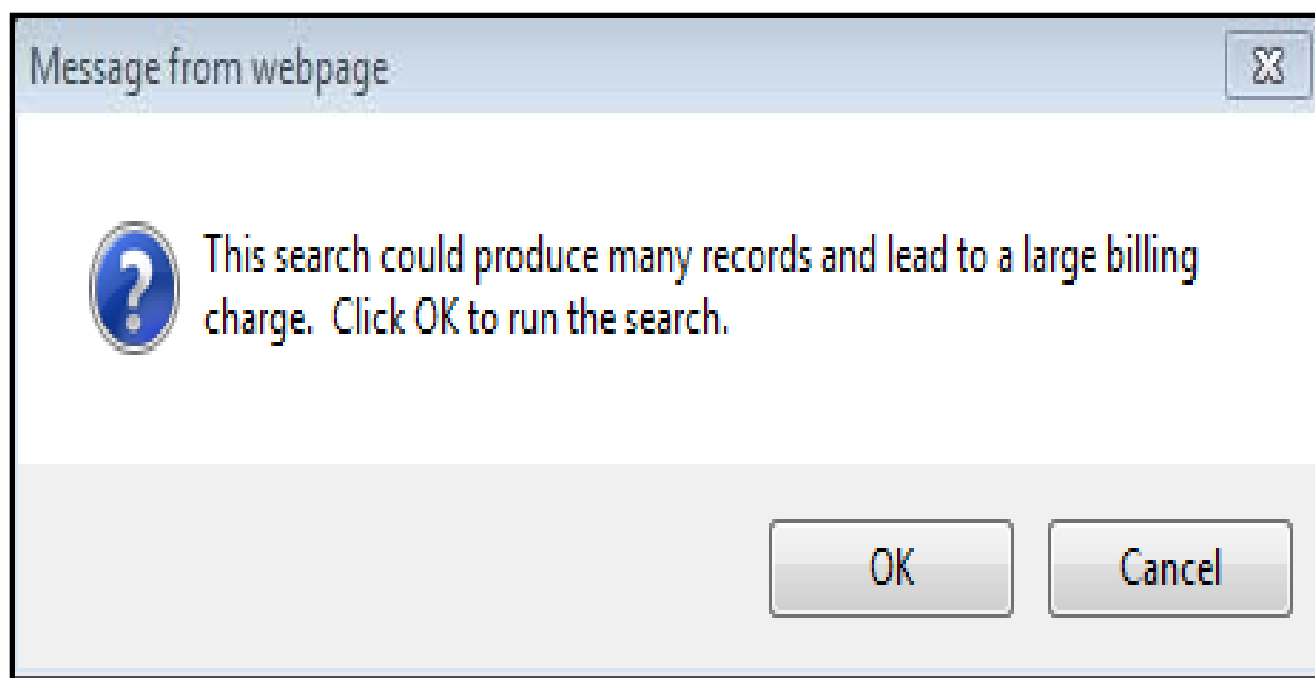
Nature of Suit (AP and MP cases only)

- 01 (Determination of removed claim or cause)
- 02 (Other (e.g. other actions that would have been brought in state court if unrelated to bankruptcy))
- 11 (Recovery of money/property - 542 turnover of property)
- 12 (Recovery of money/property - 547 preference)

## Query

The Filed Date and Last Entry Date range is limited to 31 days. If a date range entered exceeds the 31 day limit CM/ECF displays an error message.

If multiple Nature of Suits are selected for a query, CM/ECF displays a message that the search could produce many records and lead to a large billing charge.



## BK CM/ECF RELEASE 5

### **Multiple Social Security and Identification Numbers**

CM/ECF now allows up to five social security numbers and tax identifications numbers for each debtor and joint debtor.

After a social security number is entered a plus icon appears beside the SSN/TaxID/EIN field. If the debtor or joint debtor has another SSN/TaxID/EIN, click the “plus” icon for another field to be displayed for additional number(s). CM/ECF will now format the numbers if you don’t insert hyphens.

All SSN and TaxID/EIN numbers have been included in all reports and functions throughout the application.

On public notices and docket sheets only the last four digits of any social security or identification numbers are displayed.



## Multiple Social Security and Identification Numbers

<b>ECF</b>		Bankruptcy ▾	Adversary ▾	Query	Reports ▾	Utilities ▾	Search	Logout
<b>Debtor Information</b>								
Last name	Adams			First name	Donna			
Middle name				Generation		Title		
SSN/ITIN	589-56-8956 <input type="button" value="+"/> 999-99-9999			Tax Id/EIN		12-1234567		
Office				Address 1				
Address 2				Address 3				
City				State		Zip		
County				Country				
Phone				Fax				
E-mail								
Party text								
<input type="button" value="Alias..."/>	<input type="button" value="Corporate parent / affiliate..."/>			<input type="button" value="Review..."/>	Add all aliases and corporate parents or affiliates before clicking the Submit button.			
<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>	<input type="button" value="Clear"/>						

## **Notice of Electronic Filing**

In prior releases, when an attorney represented more than one party in a case, the attorney's email and party information were listed on the Notice of Electronic Filing (NEF) only for the first party. Now the attorney is listed for each party they represent.

Although an attorney may be listed multiple times on an NEF, the system will not send multiple emails.

## BK CM/ECF RELEASE 5

### Notice of Electronic Filing

ECF	Bankruptcy ▾	Adversary ▾	Query	Reports ▾	Utilities ▾	Search	Logout
<b>Open New Bankruptcy Case</b>							
<b>U.S. Bankruptcy Court</b> <b>SDSD</b>							
<a href="#">Notice of Bankruptcy Case Filing</a>							
The following transaction was received from Liska, Deanna entered on 5/22/2012 at 8:07 AM CDT and filed on 5/21/2012 at 9:00 AM CDT							
<b>Case Name:</b> Chip Randall and Sandy Randall							
<b>Case Number:</b> <a href="#">12-10067</a>							
<b>Document Number:</b> <a href="#">1</a>							
<b>Docket Text:</b>							
Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$281 Filed by Chip Randall , Sandy Randall (Liska, Deanna)							
The following document(s) are associated with this transaction:							
<b>Document description:</b> Main Document							
<b>Original filename:</b> R:\TRN\BK\Application Class\Web\Class PDF Files\Voluntary Petition.pdf							
<b>Electronic document Stamp:</b>							
[STAMP bkecfStamp_ID=1044576575 [Date=5/22/2012] [FileNumber=25563-0] [93b9881960c2f5714f7e10b7fe0d4214ce6c93df97ee22f1b597a61b84e2173174545 58a2d50b45aa505e84b6c6a2e2cba2329e2cf5803ab1269d37d5ecc0a58]]							
<b>12-10067 Notice will be electronically mailed to:</b>							
Dayne L. Tracy on behalf of Debtor Chip Randall deadmail@support.aotx.uscourts.gov							
Dayne L. Tracy on behalf of Joint Debtor Sandy Randall deadmail@support.aotx.uscourts.gov							
<b>12-10067 Notice will not be electronically mailed to:</b>							
United States Trustee 33 Whitehall Street 21st Floor New York, NY 10004							

## Attorney and Party Association

When an attorney or trustee files a pleading, they are prompted to indicate whether they should be linked to the party they represent. In prior releases, the checkbox for the association with the attorney and party was unchecked and if the filer did not check the box, the association was not made. The checkbox for the association with the attorney and party is checked by default. The message has been updated to reflect the implications of omitting this necessary association.

**ECF** Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout ?

**File a Motion:**

[12-10042 Billy Cameron](#)

Type: bk Chapter: 13 v Office: 1 (Pleasantville)  
Assets: y Case Flag: PlnDue

**IMPORTANT: The following attorney/party association(s) will be created in this case. De-selecting a party association will result in the filing attorney NOT receiving Notices of Electronic Filing for that party. If this is a joint filing, review the list carefully to ensure that only parties represented by the filing attorney are selected.**

☒ First Car Loan, (pty:cr) represented by Mason, Perry P. (aty)

Next Clear

If the box is unchecked, the attorney will not get added to the case for noticing or shown in queries and not appear on or receive the Notice of Electronic Filing

## **Cases Report**

Split, transferred and reopened dates have been added to the selection screen.

External users can now search for cases without a confirmed plan. When searching by unconfirmed plan dates, the 31-day range limit does not apply for this search.

Type of debtor, nature of debt, nature of business as well as county have been added to the selection screen

# BK CM/ECF RELEASE 5

## Cases Report

**ECF** Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

Office 

Pleasantville  
Green Valley

Assets ▾

Case Type 

ap  
bk

Chapter 

7  
9

Trustee 

Carson, Sam J.  
Chapter 11 Trustee

Attorney

Last name

First name

Bar ID

Date Type 

Filed date

Filed date  
Entered date  
Discharged date  
Dismissed date  
Closed date  
Converted date  
Reopened date  
Transferred date  
Split date

From  to

☒ Open cases  
☐ Closed cases  
☐ Voluntary

☐ Party information  
☐ Pro se cases only

Type of Debt 

Small Business Cases

Nature of Debt

Nature of Business

County 

ANDREWS-TX

Number of months without a confirmed plan From  To  ☐ Include dismissed cases

Sort by 

Filed Date

Output Format ☒ Formatted display  
☐ Data only ☐ Include field descriptions

☐ Make these options my default

## BK CM/ECF RELEASE 5

## Cases Report – Data Only

In prior releases, when the Cases Report was run with “Party Information” not selected, a party’s attorney information was displayed on the formatted data output, but not on the data-only output. Now the data-only output lists the attorney information for the parties in the Attorney last name field, as shown below.

CaseFiledRPT[1] - Notepad

File Edit Format View Help

```

12-10054 *SEALED*|2012-10054|1337|05/07/2012|05/07/2012|bk|Pleasantville|
Sealed|Consumer/Non-business|12-10056|2012-10056|1339|13|05/07/2012|05/07/2012|bk|
Nelson|Anderson|BELL-TX|Pleasantville|Paid|Yes|Shelly Duran||Attorney for Debtor: Perry
P. Mason;|v|Consumer/Non-business|Individual|12-10058|2012-10058|1341|13|05/08/2012|
05/08/2012|bk|Carson|Anderson|Bexar|Pleasantville|Paid|Yes|Alan Johnson||Attorney for
Debtor: Dayne L. Tracy;|v|Consumer/Non-business|Individual|12-10059|2012-10059|1342|13|
05/09/2012|05/09/2012|bk|BAILEY-TX|Pleasantville|Paid|Yes|Donna Adams||Attorney for
Debtor: Dayne L. Tracy;|v|Consumer/Non-business|Individual|12-10060|2012-10060|1343|13|
05/11/2012|05/11/2012|bk|Bexar|Pleasantville|Paid|Yes|Savannah Black||Debtor: Pro
se;|v|Consumer/Non-business|Individual|12-10061|2012-10061|1344|13|05/14/2012|05/14/2012|bk|
Strasberg|Bexar|Pleasantville|Paid|Yes|Frank Smith||Attorney for Debtor: Cornelius
Applebee;|v|Consumer/Non-business|Individual|12-10062|2012-10062|1345|7|05/14/2012|
05/14/2012|bk|Mayfair|Strasberg|BEXAR-TX|Pleasantville|Paid|No|Frank Smith||Attorney
for Debtor: Cornelius Applebee;|v|Consumer/Non-business|Individual|12-10063|2012-10063|1346|7|
05/15/2012|05/15/2012|bk|Mayfair|Strasberg|BEXAR-TX|Pleasantville|Paid|No|Clinton J.
Rawlings||Debtor: Pro se;|v|Consumer/Non-business|Individual|12-10064|2012-10064|1347|7|
05/15/2012|05/15/2012|bk|BEXAR-TX|Pleasantville|Paid|No|Frank Smith||Debtor: Pro
se;|v|Consumer/Non-business|Individual|12-10065|2012-10065|1348|7|05/18/2012|05/18/2012|bk|
BEXAR-TX|Pleasantville|Paid|No|Frank Thomas||Attorney for Debtor: Perry P.
Mason;|v|Consumer/Non-business|Individual|12-10067|2012-10067|1350|7|13|05/23/2012|05/21/2012|
05/22/2012|bk|Anderson|BEXAR-TX|Pleasantville|Paid|No|Chip Randall and Sandy
Randall||Attorney for Debtor: Dayne L. Tracy;Attorney for Joint Debtor: Dayne L. Tracy;|v|
Consumer/Non-business|Individual|12-10068|2012-10068|1351|7|05/29/2012|05/29/2012|bk|AUSTIN-TX|
Pleasantville|Installment|No|Peter Woolrich||Attorney for Debtor: Perry P.
Mason;|v|Consumer/Non-business|Individual|

```

## **Cases Report – Data Only**

If multiple attorneys exist for various parties, the role and attorney are listed, separated by semicolons, in the same field. For parties without an attorney, the text “Pro se” is displayed instead of the attorney name.

A new format option, “Include field descriptions,” has been added for use when the data-only format is selected. The field descriptions are inserted in the header row.



## Claims Summary Report

A Claims Summary Report option has been added to the Claims Register. This new format gives the viewer a snapshot overview of the claims on the case.

The screenshot displays the ECF Claims Register interface. At the top is a dark blue navigation bar with the ECF logo and links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below this, the 'Claims Register' section is highlighted in light pink. The form includes fields for Case number (1:12-bk-10031), Creditor type (a dropdown menu with 'Creditor' and 'Administrative' options), Creditor name, and Creditor number. There are also fields for Claim number (with a 'to' separator) and a date range (1/1/1990 to 6/4/2012) with calendar icons. A 'View multiple documents' checkbox is present. Under the 'Sort by' section, 'Claim Number' and 'Filed Date' are listed as options. A red rectangular box highlights the 'View claims summary report' checkbox, which is currently checked. At the bottom of the form are 'Run Report' and 'Clear' buttons.

This Claims Summary Report box produces a condensed list of claims.

## Claims Summary Report

### Claims Summary

11-10004 Clinton H. Vesperman and Anna C. Vesperman

Type: bk

Chapter: 13

Office: 1 (Pleasantville)

Assets: y

Judge: ls

Date Filed: 03/10/2011

Last Date to File Claims: 07/07/2011

Last Date to File (Govt): 09/06/2011

Trustee: Kathleen Nelson

Claim #		Amount claimed *	Date filed	Creditor number	Creditor name
1	<a href="#">View</a>	\$37334.27	03/14/2011	32739	<a href="#">Ace Finance</a>
2	<a href="#">View</a>	\$14335.00	03/15/2011	32779	<a href="#">Central Finance</a>
3	<a href="#">View</a>	\$17554.00	03/17/2011	32739	<a href="#">Ace Finance</a>
4	<a href="#">View</a>	\$24667.23	03/17/2011	32756	<a href="#">Lacks Furniture #19</a>
5	<a href="#">View</a>	\$3700.00	03/17/2011	32739	<a href="#">Ace Finance</a>
6	<a href="#">View</a>	\$17346.78	09/16/2011	35278	<a href="#">2nd Savings and Loan Inc.</a>
7	<a href="#">View</a>	\$12778.00	09/16/2011	35279	<a href="#">The Doctor's Plaza</a>
8	<a href="#">View</a>	\$87345.23	09/16/2011	35280	<a href="#">First Bank of Austin</a>

Amount claimed: \$37334.27  
Secured claimed: \$37334.27

Total Number of Claims: 8

Total Amount Claimed *	\$215060.51
Total Amount Allowed *	

\* Includes general unsecured claims

Hovering your cursor over the amount claimed will display a breakdown of the claim amounts. The View hyperlink takes you to more detailed information for this claim on the claims register. Click the creditor name to view claimant address or transfer information. You can sort the report by clicking the column headers. This reformatted summary can be especially helpful to you to sort by creditor name.


## Claims Register View Multiple Documents

One can now view multiple documents from the Claims Register in one PDF file. This is the same functionality as View multiple documents on the Docket Report. This feature will enable you to generate selected PDF claims with any related attachments in one PDF document.

The screenshot displays the ECF Claims Register web interface. The top navigation bar includes links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main content area is titled 'Claims Register' and contains several search filters: Case number (1:11-bk-10004), Creditor type (dropdown with 'Creditor' and 'Administrative' options), Creditor name (text input), Creditor number (text input), Claim number (range input), and a date range (1/1/1990 to 6/18/2012) with radio buttons for 'Filed' and 'Entered'. A 'Sort by' dropdown is set to 'Claim Number'. A checkbox labeled 'View multiple documents' is highlighted with a red rectangular box. At the bottom, there is a checkbox for 'View claims summary report' and two buttons: 'Run Report' and 'Clear'.


## Claims Register View Multiple Documents

The Claims Register will include a checkbox next to each claim, claim attachment, or claim related proceeding to customize this document. Each PDF selected will be combined into one large PDF file. You could view or print all claims on a case or all PDF documents from certain creditors if desired.

 <a href="#">Bankruptcy</a> ▾ <a href="#">Adversary</a> ▾ <a href="#">Query</a> <a href="#">Reports</a> ▾ <a href="#">Utilities</a> ▾ <a href="#">Search</a> <a href="#">Logout</a>										
<b>SDSD</b> <b>Claims Register</b>										
<a href="#">11-10004 Clinton H. Vesperman and Anna C. Vesperman</a>										
<b>Judge:</b> Lillian Strasberg		<b>Chapter:</b> 13								
<b>Office:</b> Pleasantville		<b>Last Date to file claims:</b> 07/07/2011								
<b>Trustee:</b> Kathleen Nelson		<b>Last Date to file (Govt):</b> 09/06/2011								
<div style="display: flex; justify-content: space-between;"> <span>Select All</span> <span>Clear All</span> </div>										
<b>Creditor:</b> (32739) Ace Finance Acct#: 3515 7121 W. Hwy 90 San Antonio, TX 78227 <a href="#">Claimant History</a>	<b>Claim No: 1</b> Original Filed Date: 03/14/2011 Original Entered Date: 08/24/2011	<b>Status:</b> Allow <a href="#">3</a> Filed by: CR Entered by: JPW Modified: 04/24/2012								
Amount claimed: \$37334.27 Secured claimed: \$37334.27										
<b>History:</b> <a href="#">Details</a>	<table border="1"> <thead> <tr> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td><a href="#">1-1</a></td> <td><input type="checkbox"/> 03/14/2011 Claim #1 filed by First Nationwide Mortgage Corp, Amount claimed: \$37334.27 (JPW)</td> </tr> <tr> <td><a href="#">3</a></td> <td><input type="checkbox"/> 03/21/2011 Transfer of Claim Transferor: <a href="#">First Nationwide Mortgage Corp</a> (Claim No. 1) To Ecast Settlement Corporation (JPW) Additional attachment(s) added on 8/24/2011 (JPW).(JPW) (Entered: 03/21/2011). MODIFIED on (08/30/2011) Changed transferee from Ecast Settlement Corporation to Pioneer Funding group(Malin, Kate)(Entered: 08/30/2011). MODIFIED on (09/15/2011) to change transferee from Pioneer Funding group, LLC to Ace Finance; (JPW)(Entered: 09/15/2011). Status: Allow</td> </tr> <tr> <td><a href="#">doc</a></td> <td><input type="checkbox"/> 03/23/2012 Notice of Mortgage Payment Change (Claim # 1) Filed by Joint Debtor Anna C. Vesperman , Debtor Clinton H. Vesperman (Orebaugh, Desiree)</td> </tr> </tbody> </table>				<a href="#">1-1</a>	<input type="checkbox"/> 03/14/2011 Claim #1 filed by First Nationwide Mortgage Corp, Amount claimed: \$37334.27 (JPW)	<a href="#">3</a>	<input type="checkbox"/> 03/21/2011 Transfer of Claim Transferor: <a href="#">First Nationwide Mortgage Corp</a> (Claim No. 1) To Ecast Settlement Corporation (JPW) Additional attachment(s) added on 8/24/2011 (JPW).(JPW) (Entered: 03/21/2011). MODIFIED on (08/30/2011) Changed transferee from Ecast Settlement Corporation to Pioneer Funding group(Malin, Kate)(Entered: 08/30/2011). MODIFIED on (09/15/2011) to change transferee from Pioneer Funding group, LLC to Ace Finance; (JPW)(Entered: 09/15/2011). Status: Allow	<a href="#">doc</a>	<input type="checkbox"/> 03/23/2012 Notice of Mortgage Payment Change (Claim # 1) Filed by Joint Debtor Anna C. Vesperman , Debtor Clinton H. Vesperman (Orebaugh, Desiree)
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<a href="#">doc</a>	<input type="checkbox"/> 03/23/2012 Notice of Mortgage Payment Change (Claim # 1) Filed by Joint Debtor Anna C. Vesperman , Debtor Clinton H. Vesperman (Orebaugh, Desiree)									

## Case Conversion

Previously, if a case was converted and re-converted, the Notice of Bankruptcy Case Filing query screen reflected the converted chapter rather than the original chapter. Now the original chapter is saved permanently in a new field. The original chapter will be correct for cases filed and converted after Release 5.

 Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout	
United States Bankruptcy Court SDSD	
<b>Notice of Bankruptcy Case Filing</b>  A bankruptcy case concerning the debtor(s) listed below was filed under Chapter 7 of the United States Bankruptcy Code, entered on 06/12/2012 at 1:55 PM and filed on 06/12/2012.	
<b>Nancy Reid</b> 125 West Avenue San Antonio, TX 78232 SSN / ITIN: xxx-xx-5689	
The case was filed by the debtor's attorney:  <b>Dayne L. Tracy</b> 120 Legal Way San Antonio, TX 78259	The bankruptcy trustee is:  <b>William W. Thompson</b> 293 North Main #200 San Antonio, TX 79493 210-483-4944
The case was assigned case number 12-10072.  In most instances, the filing of the bankruptcy case automatically stays certain collection and other actions against the debtor and the debtor's property. Under certain circumstances, the stay may be limited to 30 days or not exist at all, although the debtor can request the court to extend or impose a stay. If you attempt to collect a debt or take other action in violation of the Bankruptcy Code, you may be penalized. Consult a lawyer to determine your rights in this case.  If you would like to view the bankruptcy petition and other documents filed by the debtor, they are available at our <i>Internet</i> home page <a href="http://www.aotx.uscourts.gov">www.aotx.uscourts.gov</a> or at the Clerk's Office, U.S. Bankruptcy Court, Suite 104, 1114 E. 9th Street, Pleasantville, IA 50225.  You may be a creditor of the debtor. If so, you will receive an additional notice from the court setting forth important deadlines.	
<b>Cal Borland</b> Clerk, U.S. Bankruptcy Court	



## Case Conversion

The original chapter and current chapter will also display on the Case Summary Query and the Docket Sheet for re-converted cases after Release 5. Case Summary is shown below.

<b>ECF</b>		Bankruptcy ▾	Adversary ▾	Query	Reports ▾	Utilities ▾	Search	Logout	?
12-10072 Nancy Reid									
Case type: bk Chapter: 13 Asset: Yes Vol: v									
Date filed: 06/12/2012 Date of last filing: 06/12/2012									
Case Summary									
Office: Pleasantville					Filed: 06/12/2012				
County: BEXAR-TX					Terminated:				
Fee: Paid					Debtor discharged:				
Origin: 0					Reopened:				
Previous term:					Converted: 06/12/2012				
Joint: n					Debtor dismissed:				
Original Chapter: 7					Confirmation hearing:				
Current Chapter: 13									



# CM/ECF 15<sup>th</sup> Anniversary



Quill pens and paper docket



# CM/ECF 15<sup>th</sup> Anniversary



**Then typewriters came along...**

# CM/ECF 15<sup>th</sup> Anniversary



**Then CM/ECF was implemented  
November 1997**

# CM/ECF 15<sup>th</sup> Anniversary



**Congratulations on a successful 15 years and  
counting...**